

NATIONWIDE **ARMY AGR VACANCY ANNOUNCEMENT**

ARIZONA ARMY NATIONAL GUARD

ACTIVE GUARD AND RESERVE

HUMAN RESOURCE OFFICE

5636 East McDowell Road, Phoenix, AZ 85008-3495

PHONE (602) 629-4804; DSN 853-4804

WEBSITE: www.dema.az.gov

ANNOUNCEMENT NUMBER: 17-299AG

DATE: 19 July 17

CLOSING DATE: 9 Aug 17

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:

HUMAN RESOURCE OFFICER, PARA/LIN: 001A/01, CW4, 420A

APPOINTMENT FACTORS: OFFICER:

WARRANT OFFICER: X

ENLISTED:

LOCATION OF POSITION:

WESTERN ARMY AVIATION TRAINING SITE (W7V0AA) 24641 E. PINAL AIR PARK RD, MARANA, AZ 85653

AREA OF CONSIDERATION: This position is in the Active Guard and Reserve Force and is open to current and eligible members of the Arizona Army National Guard in the Grades of WOC, W1-W4. Individual selected will receive an Active Duty Title 32 Tour with the Arizona Army National Guard. In order to be considered for this position, applicants must meet minimum qualifications as outlined within this announcement.

NOTE: Selection for this position requires declaration of Arizona state residency at the time of in-processing, and maintaining that residency while on AGR status under Title 32, USC.198012

INSTRUCTIONS FOR APPLYING: IAW NGR 600-5, paragraph 2-2, the documents listed **WILL** be submitted "AS A MINIMUM". If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the soldier as eligible. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.**

- a. NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position). Ensure that you annotate both announcement number and position title on the top of page one, of the application.
- b. AZ ARNG Form 34-1 (13 Feb 98).
- c. AZNG Form 335-4-R (1 Apr 1992).
- d. Most recent Medical Protection System Individual Medical Readiness (IMR) Record accessible through Army Knowledge Online AKO. The IMR must be dated within the last 12 months to be valid.
- e. Officer Evaluation Reports (OER) or/ Noncommissioned Officer Evaluation Report (NCOER) as required by the position announcement for the past 5 years if applicable.
- f. Certified (validated) copy of Officer Record Brief (ORB) or Enlisted Record Brief (ERB) as appropriate.
- g. Current Retirement Points Accounting Management (RPAM) Statement (NGB Form 23B (Army National Guard Retirement Points History Statement)).
- h. DA Photograph in military uniform taken within the last 24 months is required. DA Photographs are valid for five years.
- i. DA Form 705 (APFT), encompassing the last 5 years or as applicable (ensure that height and weight are annotated). Profiles must be attached if applicable.
- j. Body Fat Worksheet (DA Form 5500-R) if applicable.
- k. All DD Form 214's or NGB Form 22's
- l. DD Form 369 (Oct 2011) Police Record Check

USE OF GOVERNMENT RESOURCES TO SEND APPLICATIONS IS PROHIBITED AND WILL NOT BE ACCEPTED BY THE HUMAN RESOURCES OFFICE THIS INCLUDES THE USE OF GOVERNMENT FAX MACHINES TO SEND APPLICATIONS, FAXING APPLICATIONS FROM GOVERNMENT OR CIVILIAN FAX MACHINES, OR BY USING THE GOVERNMENT MAIL SYSTEM. ALL APPLICATIONS MUST BE RECEIVED BY THE DATE/TIME SHOWN ON THE FRONT OF THIS ANNOUNCEMENT IN PERSON OR BY MAIL.

**** We recommend that you have a member of your unit review your application prior to submission to our office. ****

POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must be a current member or be eligible to become a member of the Arizona (ARMY) National Guard and must meet the eligibility requirements to possess the MOS/AOC: **420A**

APPOINTMENT REQUIREMENTS:

1. Must meet the medical fitness standards for retention per AR 40-501, chapter 3.
2. Soldiers must meet the physical requirements of AR 600-9.
3. ARNG applicants must be able to serve at least 3 years in AGR status prior to completing 18 years of Active Service or mandatory removal from active service based on age or service (without any extensions) under any provision of law or regulation as prescribed by current directives.
4. AGR soldiers will not be reassigned during the first 36 months of their initial tour except in the event of mobilization, force structure changes, or an exception to policy granted by the AGR program manager.
5. Must possess the grade equal to or below that authorized for the AGR duty position.
6. Acceptance of an AGR position **TERMINATES** entitlements to be Selected Reserve Incentive Program (SRIP).
7. Permanent Change of Station (PCS expenses may be authorized for this position. Authorization of payment of PCS expenses will be granted only after a determination is made that PCS is in the best interest of the Arizona Army National Guard and upon availability of funds from the National Guard Bureau.
8. Additional qualification requirements are outlined in NGR 600-5, AR 135-18 and other applicable regulations and laws governing the Active Guard/Reserve Program.
9. Must not be flagged in SIDPERS for weight, APFT, security violations or pending any adverse actions
10. Applicants who answer YES to questions 8, or 12-18 of section IV, NGB Form 34-1, or have not completed Initial Entry Training (IET) are ineligible to apply. to include DD214(s) that have unfavorable remarks to include; unsatisfactory Performance, Misconduct, Dropped from the Rolls (DRF) Unsuitability/Unfitness or in lieu of court-martial AR 135-18, AR 135-91 Chapter 4,26, AR 135-178 Chapter 8,3 and 635-200 Chapter 11.
11. Individuals selected for AGR tours that cannot obtain 20 years of Active Federal Service prior to reaching mandatory separation, must complete a statement of understanding acknowledging this fact. Waiver authority rests with the Human Resource Officer for non-control graded positions and with National Guard Bureau (NGB) for control graded positions

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION

1. Knowledge of various HR systems, to include but not limited to SIDPERS, RCAS, DEERS, EES, IPERMS, DPRO and eMILPO.
 2. Knowledge of personnel actions, administrative services and operations of a Brigade S1.
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BRIEF JOB DESCRIPTION:

The Human Resource Officer/Brigade S1 leads the section which is responsible for the coordination of personnel, administrative services, and operations for the Brigade. The S1 prepares and maintains the current personnel estimate for the Brigade. The S1 assesses current and projected strength data to maintain the readiness of the Brigade and subordinate battalions. The S1 maintains a personnel information data base. The Brigade S1 manages officer personnel career progression. The S1 also tracks brigade wide OERs, NCOERs, awards and manages line of duty investigations, congressional and exterior inquiries and special correspondence. The S1 conducts change of command ceremonies, plans and executes formal events, and assists the Brigade mobilization officer. The Brigade S1 coordinates with other members of the staff, and has an understanding of Western ARNG Aviation Training Site (WAATS) in a variety of operational scenarios. The Human Resource Office is critical in the tracking of the Full Time Manning of the WAATS, both AGR and Technician. The Brigade S1 makes decisions based on a variety of information sources; interprets regulations to include deciphering MILPER/ALARACT messages for individuals, subordinates and commanders. Initiates and prepares correspondence in response to request for information, policy or guidance. Monitors input into all primary HR Systems to include but not limited to SIDPERS, RCAS, DEERS, EES and eMILPO.

Selecting Supervisor: LTC STEPHEN SAWYER

Nominating Official: COL JAMES A CARUSO